



ADMINISTRATIVE OFFICE OF THE COURTS

MARYLAND JUDICIAL CENTER
580 TAYLOR AVENUE
ANNAPOLIS, MARYLAND 21401

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State Court Administrator 410-260-1295

Questions/Answers #3 **Capital Program and Facilities Master Plan Development**

RFP #16-0036-25
December 3, 2015

To our prospective Business Partners:

The following question for the above referenced RFP were received by email and answer will be posted for all prospective Offerors. The statements and interpretations contained in the following responses to questions are not binding on the Judiciary unless the RFP is expressly amended. Nothing in the Judiciary's response to these questions is to be construed as agreement to or acceptance by the Judiciary of any statement or interpretation on the part of the Offeror asking the question.

Question: Attachment E – Price Proposal Form template is only a one (1) page summary.

a. Please confirm this is all that is required to be included (three total fee numbers).

Answer: Yes

b. What native excel file is being requested for the one page summary?

Answer: There is no request.

c. Is a detailed fee proposal, broken down by task required with the Financial Proposal?

Answer: No

d. Do sub-consultants need to provide a separate cost breakdown for their work or is lump sum fee sufficient?

Answer: We need just total cost only.

Question: Paragraph 3.5.1 – clarify if nine bound copies are required or three bound copies are required to match the quantity of technical proposals.

Answer: Three copies is what we are looking for.

Question: Please advise if a financial proposal may be provided upon qualification selections and negotiated with the selected firm to ensure clarify of scope and deliverable expectations.

Answer: Not at this time.

Question: Section 3.4.7, References asks for four (4) customer references related to 3.4.6.1

b). Are these references related to the individuals or for the specific projects identified in 3.4.6.1?

Answer: Yes. The specific projects you have done.